

COVID-19 RISK ASSESSMENT FORM



Workplace	West Rise Junior School	Likelihood (L)	X	Severity (S)
Department		Almost Impossible	1	Insignificant (minor injury, no time off)
Risk Assessor	Mrs H Pentecost	Unlikely	2	Minor (injury and up to 7 days off)
Area	Whole school	Possible	3	Moderate (injury causing more than 7 days off)
Activity/Task	Supporting continual safe opening of school settings	Likely	4	Major (death or serious injury)
Date	4 th January 2022	Almost Certain	5	Catastrophic (multiple deaths)
How to assess level of risk:	Likelihood (L) x Severity (S) = Risk (R)	Low = 1-8	Medium = 9-14	High = 15-25

COVID-19

Suspected cases:

- If anyone (staff or child) develops COVID-19 symptoms of coronavirus (COVID-19) - NHS (www.nhs.uk) they will be sent home.
- The setting expects that they will self-isolate, book a test and engage with the NHS Test and Trace process in line with current guidance.

Confirmed cases:

Having been notified of a positive COVID-19 test result for a member of staff or a child, the provider will:

- take actions following the guidance of the DfE or PHE Health Protection Team if necessary.
- alert the local authority to a confirmed case by e-mailing childcare.support@eastsussex.gov.uk

What are the risks? (the dangers that can cause harm)		Who is at Risk?	Points for consideration	What control measures can be put in place to reduce the risk?	Revised Risk Rating		
					L	S	R
	Local outbreaks	Staff, children parents	<p>You should have outbreak management plans outlining how you would operate if there were an outbreak in your setting or local area.</p> <p>Any measures in settings should only ever be considered as a last resort, kept to the minimum number of settings or groups possible, and for the shortest amount of time possible.</p> <p>Central government may offer local areas of particular concern an enhanced response package to help limit increases in transmission.</p> <p>If you have several confirmed cases within 14 days, you may have an outbreak.</p>	<p>The contingency framework describes the principles of managing local outbreaks of COVID19 in education and childcare settings.</p> <p>We also have an 'Outbreak plan – at a glance'</p> <p>This may include a call to the dedicated advice service who will escalate the issue to your local health protection team where necessary and advise if any additional action is required, such as implementing elements of your outbreak management plan.</p> <p>DfE helpline - 0800 046 8687 option 1</p>	3	3	9
	Workforce	Staff	Encourage vaccination take up and enable eligible staff to attend appointments.	Government and ESCC advice forwarded to staff regularly	3	3	9

		<p>CEV staff and children</p>	<p>Clinically extremely vulnerable (CEV) people are advised, as a minimum, to follow the same guidance as everyone else. It is important that everyone adheres to this guidance, but CEV people may wish to think particularly carefully about the additional precautions they can continue to take. Further information can be found in the guidance on protecting people who are CEV from COVID-19.</p> <p>All children who are CEV should attend their setting unless they are one of the very small number of children on the paediatric or other specialist care who have been advised by their GP or clinician not to attend.</p>	<p>Take steps to reduce the risk of exposure to COVID-19 in the workplace and explain the measures in place to keep all staff safe at work. guidance on protecting people who are CEV from COVID-19.</p> <p>Comply with health and safety law and put in place proportionate control measures.</p> <p>The Health and Safety Executive (HSE) has published guidance on protecting vulnerable workers, including advice for employers and employees on how to talk about reducing risks in the workplace.</p> <p>Regularly review and update your risk assessments as the circumstances in your setting and public health advice changes</p>			
Travel		<p>Children and staff</p>	<p>All children and staff travelling to England must adhere to travel legislation, details of which are set out in red, amber and green list rules for entering England.</p> <p>Parents and carers should bear in mind the impact on their child's learning and development which may result from any requirement to quarantine or isolate upon return.</p> <p>Staff may need to self-isolate or quarantine on return to England and not being available for work</p>	<p>red, amber and green list rules for entering England</p>			
Risk Assessment		<p>Children, staff,</p>	<p>You must regularly review and update your risk assessments - treating them as 'living documents', as</p>	<p>Enough staff available to cover for those self-isolating or in quarantine. (DSL, SENCo, First aid role)</p> <p>For more information on what is required of setting leaders in relation</p>			

		visitors, contractors	the circumstances in your setting and the public health advice changes. This includes having active arrangements in place to monitor whether the controls are effective and working as planned.	to health and safety risk assessments and managing risk, see health and safety responsibilities and duties for schools			
Mixing		Staff and Children	It is no longer recommended that it is necessary to keep groups apart as much as possible If your setting is due to close for the summer you may continue with these measures until the end of your summer term	Outbreak management plans cover the possibility that in some local areas it may become necessary to reintroduce keeping groups apart for a temporary period.			
Contact tracing		Staff and children	Close contacts will be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing. Contacts from a setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. You may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases. From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. Children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test	Continue to work with health protection teams in the case of a local outbreak. If there is an outbreak in a setting or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measure. Outbreak management plan covers procedures for contacting close contacts.			

	<p>Face coverings</p> <p>Control Measures</p> <p>1. Hygiene</p>	<p>Staff, visitors, and contractors</p> <p>Staff, children, visitors and contractors</p>	<p>Face coverings will no longer be recommended for staff and visitors in corridors or communal areas.</p> <p>The Government is removing the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport.</p> <p>You should:</p> <ol style="list-style-type: none"> 1. Ensure good hygiene for everyone 2. Maintain appropriate cleaning regimes, using standard products such as detergents 3. Keep occupied spaces well ventilated 4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19 <p>Hand hygiene</p> <p>Respiratory hygiene</p> <p>Most staff in settings will not require PPE beyond what they would normally need for their work</p>	<p>These can be used as people feel appropriate</p> <p>Visitors are asked to wear a mask or visor</p> <p>Outbreak management plans cover the use of face masks if there is an outbreak and you are advised to by a director of public health.</p> <p>face coverings: when to wear one, exemptions, and how to make your own.</p> <p>Hands washed/sanitised upon arrival to school and at various intervals throughout the day including at break and lunchtimes.</p> <p>Separate bins used in classrooms for tissue disposal.</p> <p>Masks, visors and screens available for anyone who wishes to use them</p> <p>Desks cleaned at break and lunchtimes as well as the usual end of day cleaning</p>			
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	<p>2. Maintain cleaning regimes</p> <p>3. Ventilation</p> <p>4. Testing, self isolation and managing confirmed cases of COVID-19</p>		<p>Put in place and maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment (for example, twice per day) with a particular focus on frequently touched surfaces.</p> <p>Ensure the setting it is well ventilated and that a comfortable environment is maintained.</p> <p>Identify any poorly ventilated spaces as part of your risk assessment and take steps to improve fresh air flow in these areas.</p> <p>Consider measures when holding events where visitors such as parents are on site</p> <p>Balance the need for increased ventilation while maintaining a comfortable temperature</p> <p>Staff and other adults should follow public health advice on when to self-isolate and what to do.</p> <p>They should not come into the setting if they have symptoms or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine).</p> <p>If anyone in your setting develops symptoms of COVID-19, however mild, you should send them home and they should follow public health advice.</p> <p>The household (including any siblings) should follow PHE's stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection.</p>	<p>Continue to ensure children and staff clean hands regularly with soap and water or sanitiser.</p> <p>Continue to practice 'catch it, bin it, kill it'</p> <p>The e-Bug website contains free resources for you, including materials to encourage good hand and respiratory hygiene.</p> <p>use of PPE in education, childcare and children's social care.</p> <p>COVID-19: cleaning of nonhealthcare settings outside the home</p> <p>Windows kept open in all areas</p> <p>CO2 monitors used and fire doors opened if monitors rise to higher levels of CO2</p> <p>The Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak</p> <p>ventilation and air conditioning during the coronavirus (COVID-19) pandemic</p> <p>Chartered Institution of Building Services Engineers' coronavirus (COVID-19) advice provide more information</p>			
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	<p>Staying in touch with parents or carers whose child is at home</p>	<p>Children, parents</p>	<p>You should consider how:</p> <ul style="list-style-type: none"> • to continue to support the learning of children who do not attend settings including how these children can maintain contact with their key person and peers through the early years setting • parents and carers can be supported to provide a positive learning environment at home 	<p>Staff need to get a free PCR test to check if they have COVID-19 and continue to self-isolate.</p> <p>If a parent or carer insists on a child attending your setting, you can take the decision to refuse the child if, in your reasonable judgement, it is necessary to protect other children and staff from possible infection with COVID-19</p> <p>Work is provided on Google Classroom for children well enough to complete it.</p>			
	<p>Vulnerable children</p>	<p>Children</p>	<p>You should work with local authorities to monitor the welfare of:</p> <ul style="list-style-type: none"> • vulnerable children who are not attending provision • other children they might wish to keep in touch with, for safeguarding purposes 	<p>Outbreak management plan covers keeping in touch with any other professional involved with a child.</p> <p>DSL team meet regularly to keep up-to-date with absences.</p> <p>List of vulnerable children monitored.</p> <p>Contact SPOA if a new concern arises or an existing concern escalates.</p>			
	<p>Children's wellbeing and support</p>	<p>Children</p>	<p>You may need to provide more focused support for children's individual issues, drawing on external support where necessary and possible</p>	<p>Contact SPOA if a new concern arises or an existing concern escalates.</p>			

		Children		<p>Follow the control measures listed above.</p> <p>In situations where there is a higher risk of catching or passing on COVID-19, you should be particularly careful to follow the guidance on keeping yourself and others safe.</p>			
	Parents	Staff, children, parents		<p>Website updated regularly to reflect current Government guidance.</p> <p>Ping messages sent to parents to advise of any changes.</p>			